COLCHESTER BOARD OF EDUCATION
BUdget Finance Committee Meeting

Tuesday, June 17, 2025
4:00 PM
Board of Education Central Office

RECEIVED
COLCHESTER, CT
2025 JUN 18 PM 2:18
TOWN CLERK

MINUTES

BOARD MEMBERS PRESENT : Christopher Rivers, Alexander Oliphant and Michelle Millington.

ADMINISTRATION PRESENT : Superintendent Daniel P. Sullivan, III, Assistant Superintendent Jessica L. Kuckel and Director of Pupil Services Eve Hurley.

OTHERS PRESENT : Director of Finance and Operations Rachel Linkkila and Finance Associate Lauryn Smith.

1. **MEETING OPENING**
   1.1. Call to Order
   C.Rivers called the meeting to order at 4:05 PM

   1.2 Roll Call
   C.Rivers and A.Oliphant present at time of Roll Call.

2. **PUBLIC COMMENT**
   2.1. For Public Comments, please see Policy 1120 *Public Comment and Correspondence at Board Meetings*
   None.

3. ***CONSENT AGENDA**
   3.1. *Approval of Budget Finance Committee Meeting Minutes of May 7, 2025
   Motion by: A.Oliphant
   Motion to approve Budget Finance Committee Meeting Minutes of May 7, 2025
   Second: C.Rivers
   Roll Call: All in favor
   Vote: Motion carried

M.Millington arrived at 4:13 PM

4. ***PRIORITY DISCUSSION / ACTION ITEMS**
   4.1. *Budget Reports
   R. Linkkila presented the May budget reports and reviewed the overdrawn accounts with the

committee, explaining how they would be resolved through budget transfers. A brief discussion followed regarding the use of excess cost funds within the Board of Education budget.

Motion by: M.Millington
Motion to approve budget reports
Second: A.Oliphant
Roll Call: All in favor
Vote: Motion carried

4.2. *Budget Transfers

R.Linkkila reviewed the budget transfers under and over $5,000.

Motion by: A.Oliphant
Motion to approve budget transfers under $5,000
Second: C.Rivers
Roll Call: All in favor
Vote: Motion carried

Motion by: A.Oliphant
Motion to approve budget transfers over $5,000
Second: M.Millington
Roll Call: All in favor
Vote: Motion carried

4.3. *Audit Findings

R.Linkkila discussed the corrective action plan to address the four total audit findings. Those findings are Student Activities Accounts, Journal Entries, System Access rights and Education Grants Fund Reporting.

4.4. *Special Education Update
Nothing to report.

5. **ADJOURNMENT**

Motion by: M.Millington
Motion to adjourn.
Second: A.Oliphant
Roll Call: All in favor
Vote: Motion carried

C.Rivers adjourned the meeting at 5:09 PM

Respectfully submitted,

AFratoni

Alyssa Fratoni
Executive Assistant to the Superintendent